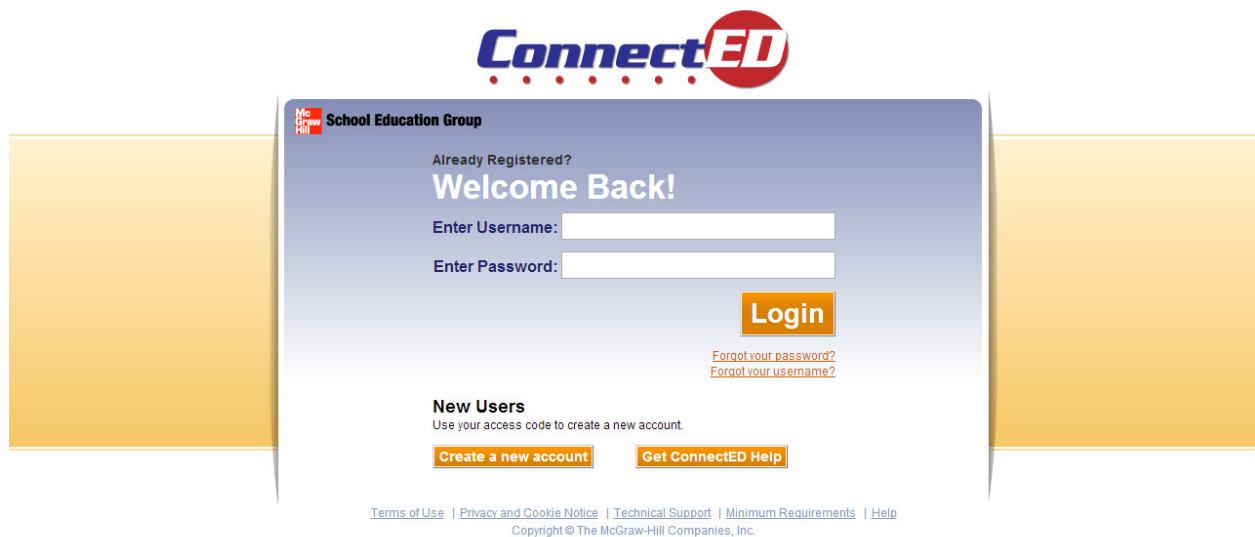


Teacher User Guide

Your Master Code Holder will have given you the link to the ConnectEd Platform along with Master Codes for Teacher and Student Editions. You will now be able to access the Teacher Edition and create a redemption code from the Master Code you have been provided for the Student Edition, this means that you can then assign the content to Students if required. You can assign content to a student that may have been loaded to the ConnectEd Platform or add a Student to the Platform individually and assign content accordingly.



ConnectED

McGraw-Hill School Education Group

Already Registered?

Welcome Back!

Enter Username:

Enter Password:

Login

[Forgot your password?](#)

[Forgot your username?](#)

New Users

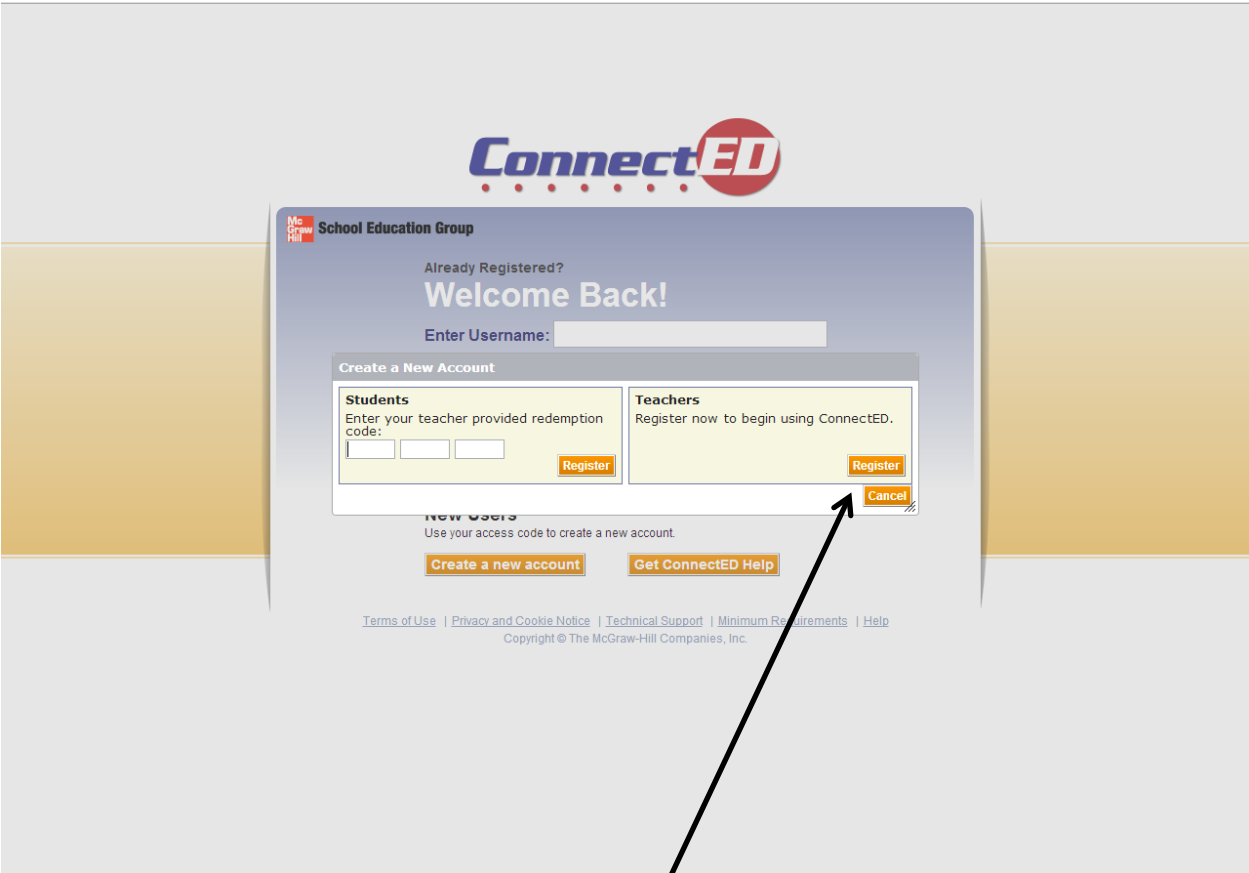
Use your access code to create a new account.

Create a new account Get ConnectED Help

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The Teacher will need to click on
"Create New Account"



Teachers click on this option to register

ConnectED HELP

New Teacher Registration (Step 1 of 3)

Enter your user information:

First Name: Last Name:

Master Code:

Email:

Choose a challenge question: (This will be used if your password ever needs to be reset.)

Challenge question:

Challenge question answer:

Next [Cancel](#)

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The Teacher needs to complete the boxes in this screen and press Next once completed

The screenshot shows a web browser window with the 'ConnectED' logo at the top. The main content area contains a form titled 'Select Your School: (Step 2 of 3)'. The form has a text input field with a placeholder 'Please enter the zip/postal code where your school is located:' and a 'Search' button. Below the input field are three buttons: 'Back', 'Register', and 'Cancel'. A black arrow points from a text box at the bottom of the page to the 'Search' button. The footer of the page includes 'The McGraw-Hill Companies' and a row of links: 'Terms of Use', 'Privacy and Cookie Notice', 'Technical Support', 'Minimum Requirements', and 'Help'. A copyright notice 'Copyright © The McGraw-Hill Companies, Inc.' is also present.

ConnectED

HELP

Select Your School: (Step 2 of 3)

Please enter the zip/postal code where your school is located:

xxxxxxxxxxxxxxxxxxxx

Search

Back Register Cancel

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Insert the school postal code and click on Search

The screenshot shows a web browser window with the 'ConnectED' logo at the top. The main content area is titled 'Select Your School: (Step 2 of 3)'. It contains a form with the following elements:

- A text input field with the placeholder text 'Please enter the zip/postal code where your school is located:' and a 'Search' button.
- A red error message: 'There were no schools found in the selected ZIP/postal code.'
- A section titled 'Select Your School:' with a red message: 'There were no schools found in the selected ZIP/postal code.'
- A box with the text: 'If your school is not in the pre-populated list, please add it by clicking the button below.' and an 'Add New School' button.
- At the bottom of the form are 'Back', 'Register', and 'Cancel' buttons.

Two arrows originate from text boxes below the screenshot. One arrow points from the 'Search' button to the text box on the left. The other arrow points from the 'Add New School' button to the text box on the right.

Input the postal code and press Search.

If your school does not appear click on the Add New School option

ConnectED HELP

Add Your School (Step 2 of 3)

Organization Type:
Public School

School Name:
.....

School Address:
.....

City: State: US National

Zip/Postal Code:
.....

Country:
United Kingdom

Back Register Cancel

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Complete the address details for the school

Organization Type = Public School

State = US National

Click Register

ConnectED

Registration Complete (Step 3 of 3)

This is the only time you will see your password.
Please print this confirmation or write down your username and password for your records.

Username: Password:

First Name: Last Name:

Email:

School:

Print Finish

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Once registration is complete the system will generate your Username & Password.

Please print this page or write down your username and password

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- billing
- comments/blog features

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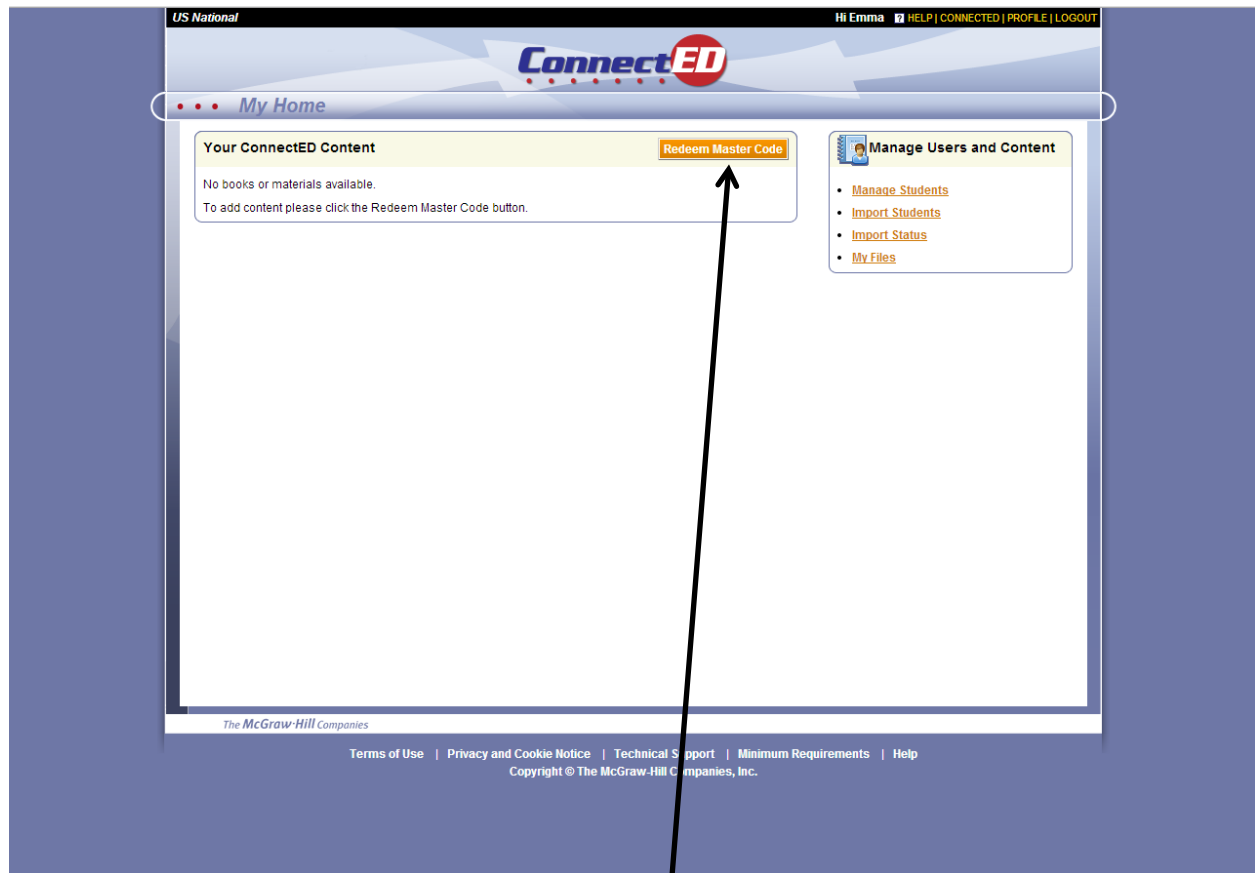
Last updated: April 2013. Future revisions to this Privacy and Cookie Notice will be posted [at this location](#).

[Yes, I Accept](#) [No, I Decline](#)

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The MHE Terms of Use will appear, please read this document and click the Yes, I accept button



Once you complete registration the system will take you to the “home page” (Book Bag) Screen – Click on “Redeem Master Code”.

Downloading the resource to your Book Bag

Use the Master Code Number that your Master Code Holder (the same number that you used to register)

US National

Hi Emma | HELP | CONNECTED | PROFILE | LOGOUT

ConnectED

• • • Redeem Master Code

Enter your Master Code in the boxes below, then click Next.

[Next](#) [Cancel](#)

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Input the Master Code Number that you have and click
“Next”.


US National

Hi Emma [HELP](#) | [CONNECTED](#) | [PROFILE](#) | [LOGOUT](#)

ConnectED

... [My Home](#)

Your ConnectED Content [Redeem Master Code](#)



Reading Labs - Grades 6-12
Teacher Edition

Associated Course Content:
[Reading Laboratory 2.0 - Grades 6-12](#)

[Manage Content](#) ⚙️

Manage Users and Content

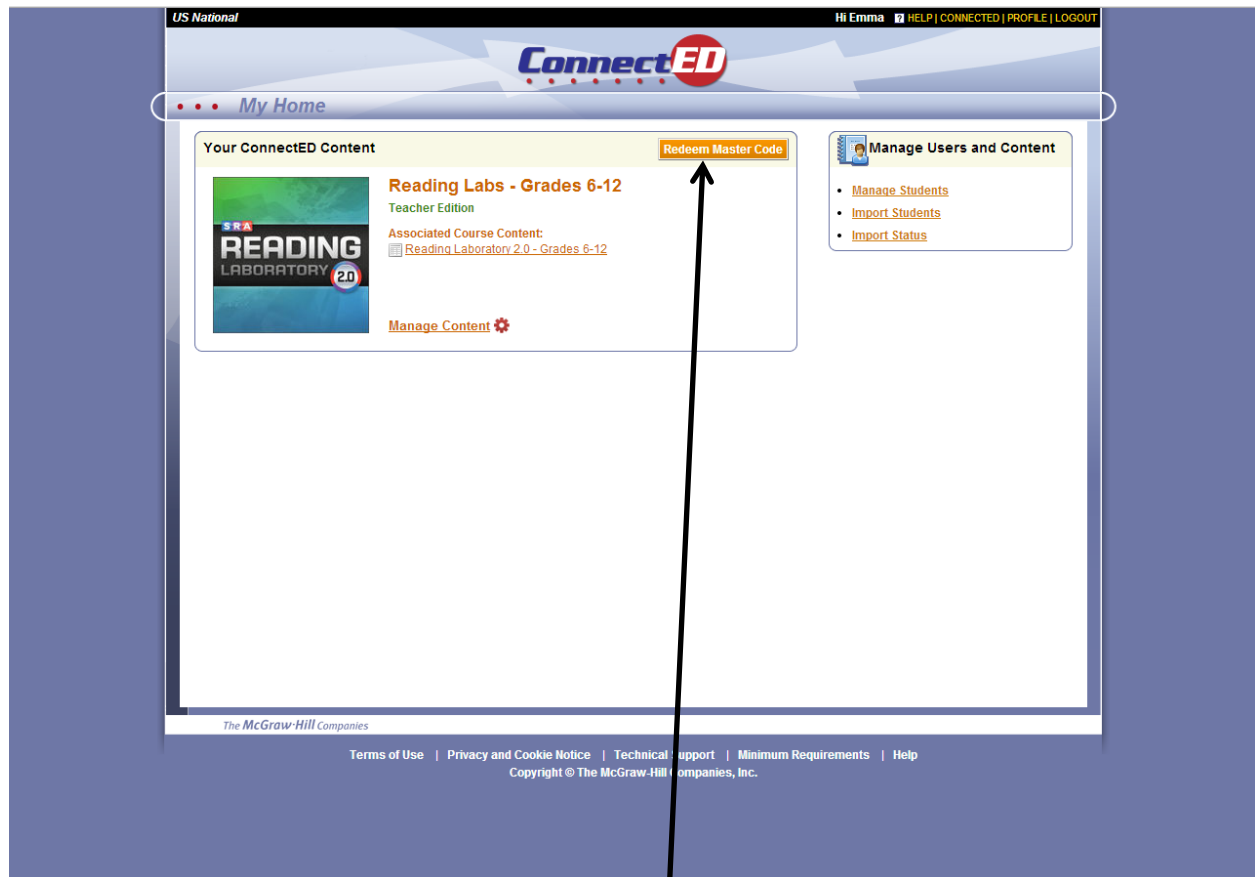
- [Manage Students](#)
- [Import Students](#)
- [Import Status](#)

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The Content has now been loaded to
your Book Bag

Redeeming Student Edition to Book Bag as the Teacher to create redemption code to assign to students. This can be done by the Master Code Holder or the Teacher. Students can be assigned the resource individually or via an imported spreadsheet.



Click on Redeem Master Code. The Master Code Holder will confirm the Master Code Number for Student Edition to create the redemption code.

US National

Hi Emma [HELP](#) | [CONNECTED](#) | [PROFILE](#) | [LOGOUT](#)

ConnectED

• • • Redeem Master Code

Enter your Master Code in the boxes below, then click Next.

[Next](#) [Cancel](#)

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Insert/paste the Master Code
Number into the box above and click
Next to continue

Creating the Redemption Code

The screenshot shows the 'Redeem Master Code' interface on the ConnectED platform. At the top, there's a navigation bar with 'US National' on the left and user information 'Hi Emma' along with links for 'HELP | CONNECTED | PROFILE | LOGOUT' on the right. The main header features the 'ConnectED' logo. Below this, a blue banner contains the title '... Redeem Master Code'. The central area is a white box with a light gray border. Inside, it prompts the user to check information and click 'Create Redemption Code' if correct, or 'Cancel' if incorrect. A sample entry is shown with a book cover icon for 'READING LABORATORY 70', a masked master code, title 'Reading Labs - Grades 6-12', subscription ISBN '0076636909', content type 'Student Licensed Content', and remaining seats of 50. Below this, the 'Created Date' is '01-15-2014' and the 'End Date' is '09-01-2014' with a calendar icon. An orange note states: 'The end date should correspond to the end of year or semester.' At the bottom right of the form are two buttons: 'Create Redemption Code' (highlighted in orange) and 'Cancel' (in purple). Two black arrows originate from the bottom center of the page; one points vertically up to the 'End Date' field, and the other points diagonally up to the 'Create Redemption Code' button. The footer includes 'The McGraw-Hill Companies' and a row of links: 'Terms of Use | Privacy and Cookie Notice | Technical Support | Minimum Requirements | Help', followed by 'Copyright © The McGraw-Hill Companies, Inc.'

Input the end date – This should be the end of term and click Create Redemption Code

The Student Edition will now appear in your Book Bag. You can assign content to students individually from this screen.

The screenshot displays the ConnectED web interface. At the top, the header includes "US National" on the left, the "ConnectED" logo in the center, and user information "Hi Emma" with links for "HELP | CONNECTED | PROFILE | LOGOUT" on the right. Below the header is a "My Home" breadcrumb trail. The main content area is titled "Your ConnectED Content" and features a "Redeem Master Code" button. It lists two items: "Reading Labs - Grades 6-12 Student Edition" and "Reading Labs - Grades 6-12 Teacher Edition". Each item includes a book cover icon, the title, edition type, associated course content, and management links like "Manage Content" and "Assign Content". A sidebar on the right, titled "Manage Users and Content", contains links for "Manage Students", "Import Students", and "Import Status". The footer includes "The McGraw-Hill Companies" logo and a row of links: "Terms of Use", "Privacy and Cookie Notice", "Technical Support", "Minimum Requirements", and "Help". A copyright notice for "The McGraw-Hill Companies, Inc." is also present.


US National


Hi Emma [HELP](#) | [CONNECTED](#) | [PROFILE](#) | [LOGOUT](#)

ConnectED

• • • My Home

Your ConnectED Content [Redeem Master Code](#)

 **Reading Labs - Grades 6-12**
Student Edition
Associated Course Content:
[Reading Laboratory 2.0 - Grades 6-12](#)
[Manage Content](#) ⚙️ | [Assign Content](#) 📋

 **Reading Labs - Grades 6-12**
Teacher Edition
Associated Course Content:
[Reading Laboratory 2.0 - Grades 6-12](#)
[Manage Content](#) ⚙️

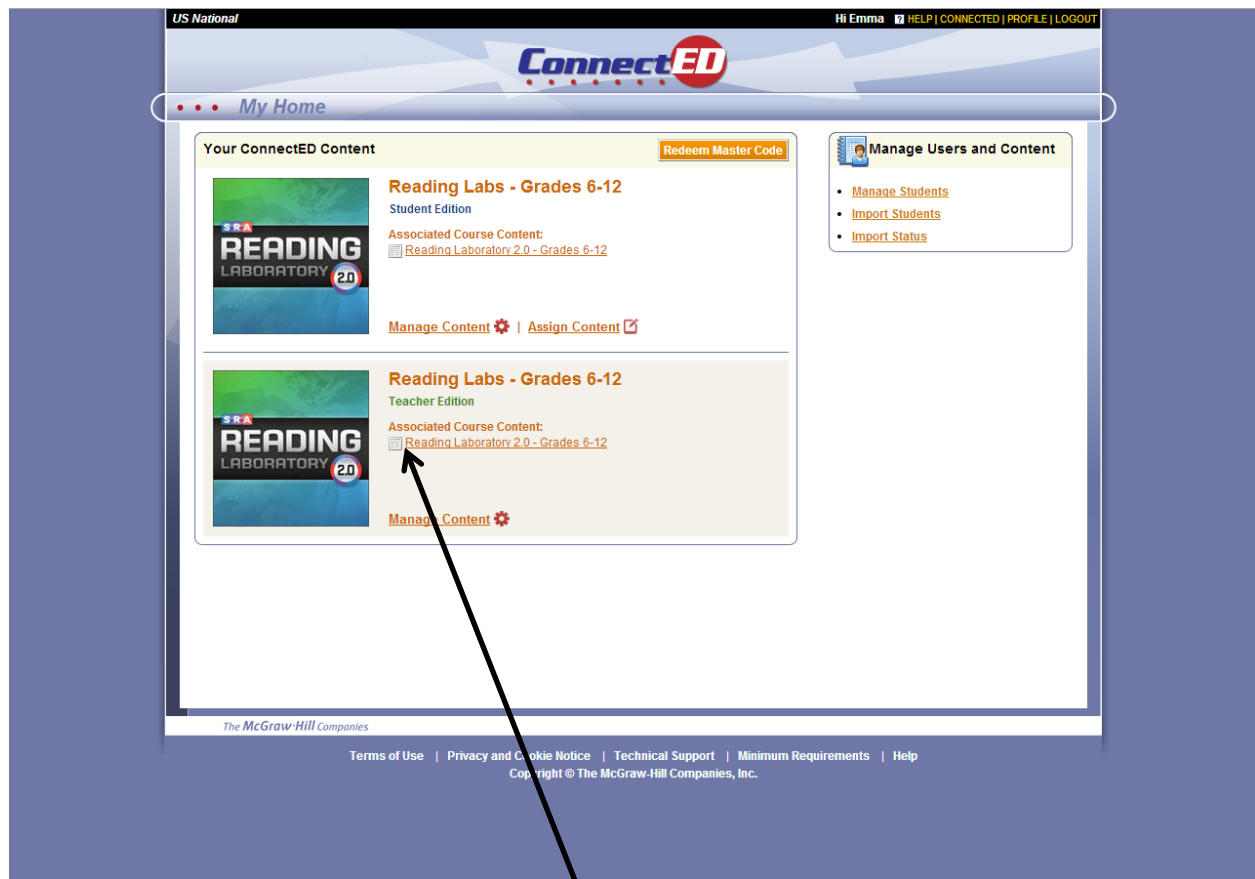
Manage Users and Content

- [Manage Students](#)
- [Import Students](#)
- [Import Status](#)

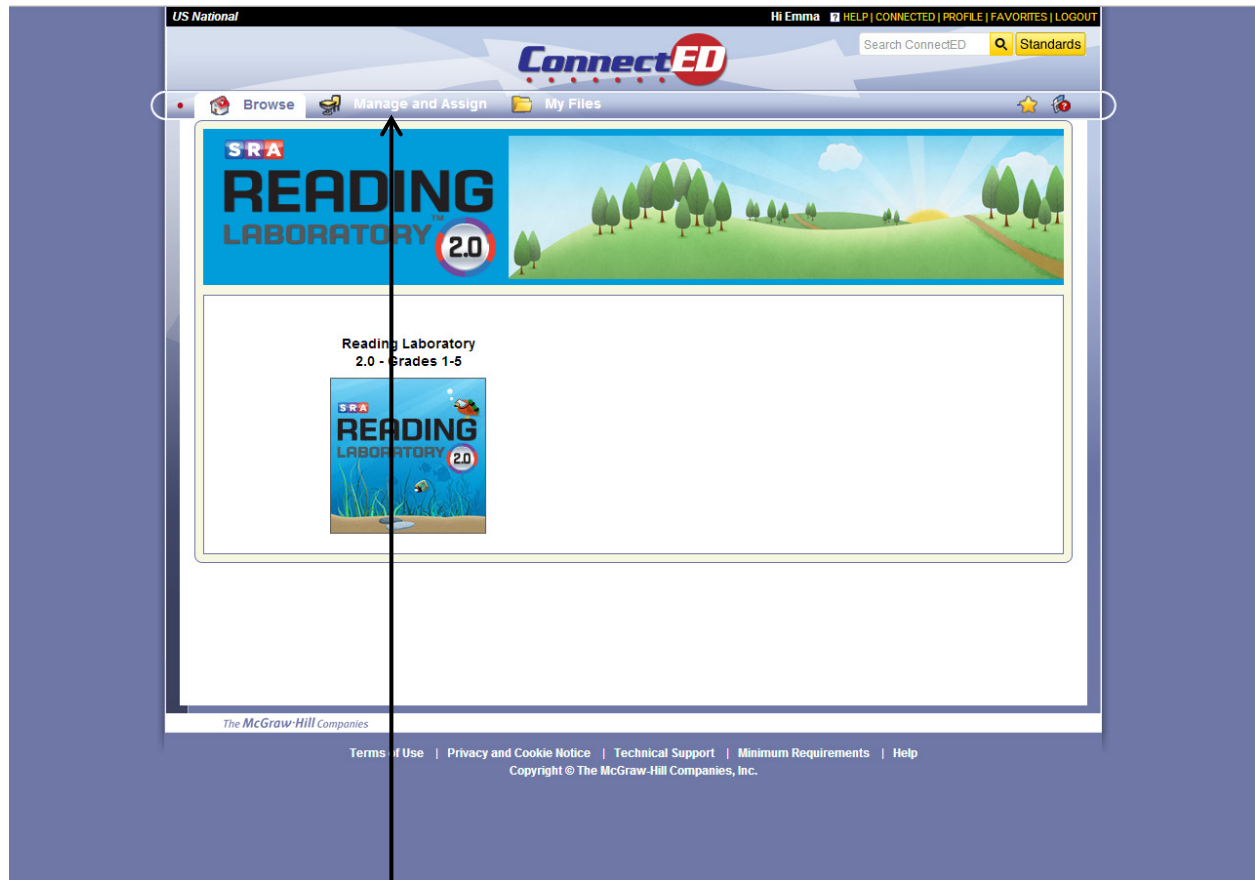
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Creating a Class



Click on the Calendar/Notebook on the Teach Edition.
Associated Course Content:



Click on the “Manage and Assign” option

US National

Hi Emma

HELP | CONNECTED | PROFILE | FAVORITES | LOGOUT

Browse

Manage and Assign

My Files

My Classes

My Planner

Assignment Tracker

My Messages

Recently Created Assignments

Make an Assignment

Assignment Name	Created Date	Due Date
There are no recently created assignments for this class.		

Today's Calendar

Scheduled Lesson Plans

There are no lesson plans scheduled today for this class.

Assignments Due

There are no assignments due today for this class.

Other Events

There are no other events scheduled today.

Assignment Tracker

My Planner

Students

Student	User Name	Password
xxxxxxxxxxxxxxxx	xxxxxxxxxx	View Profile Remove from Class

My Messages

There are no messages for this class.

My Classes

Add Students

Print Password List

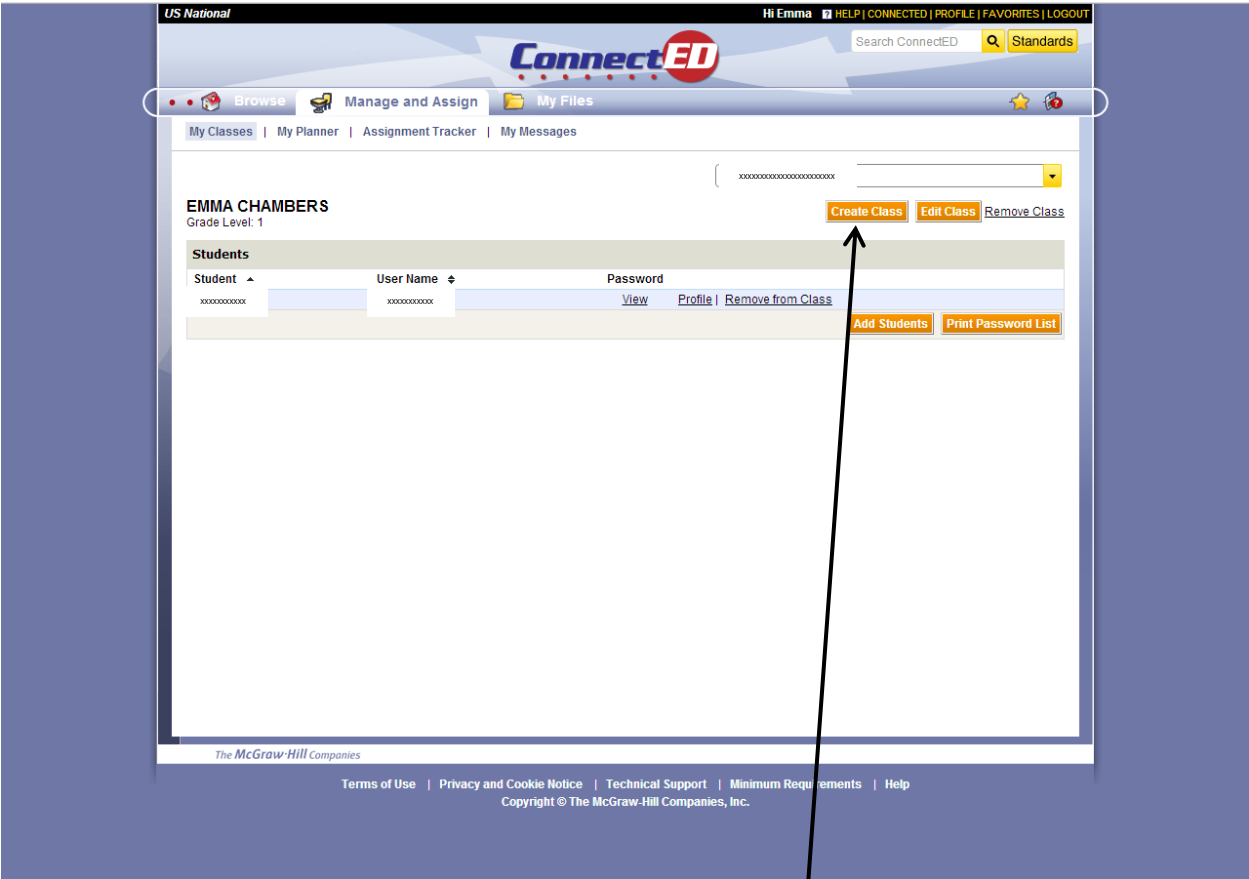
Create Class

My Messages

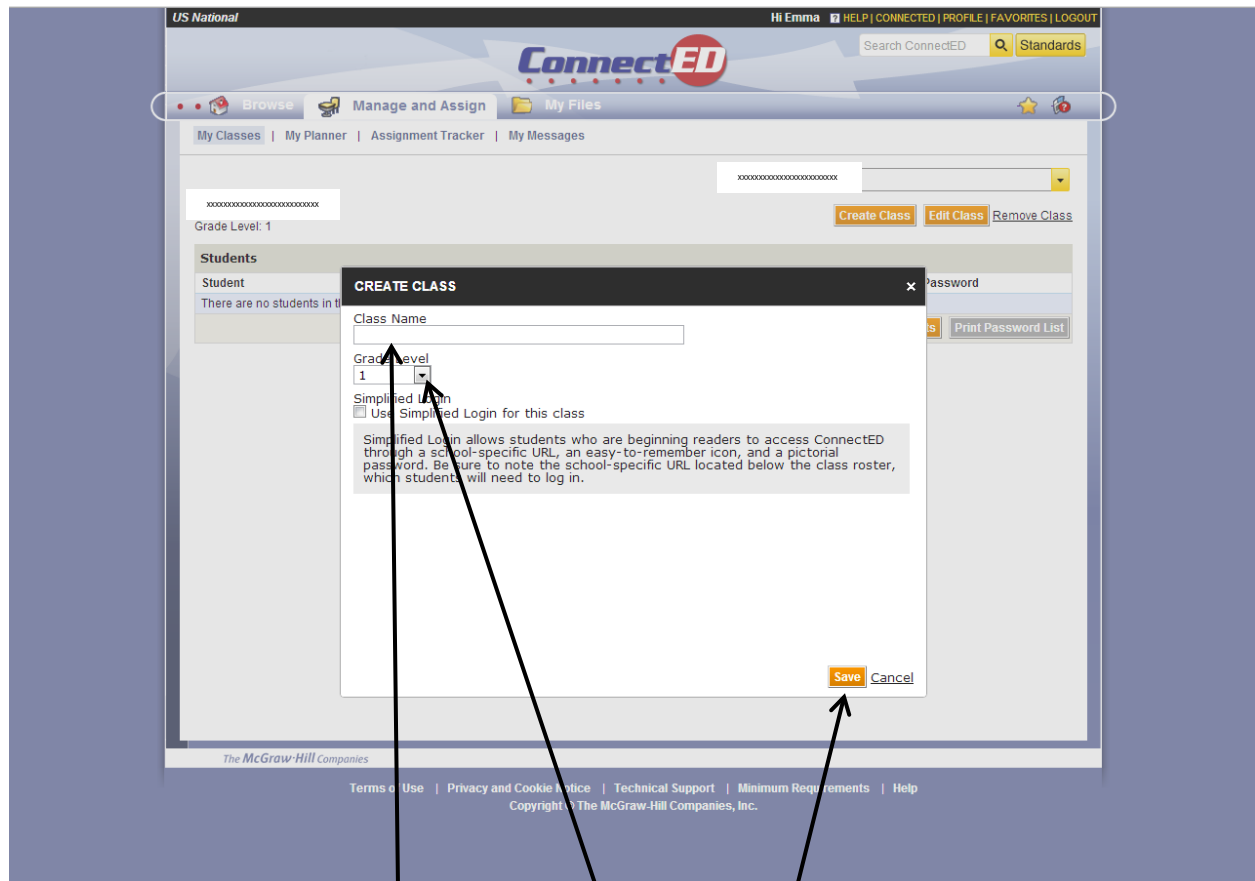
Send Message

connected.mcgraw-hill.com/connected/manage.classes.do#

Click on the “My Classes” tab



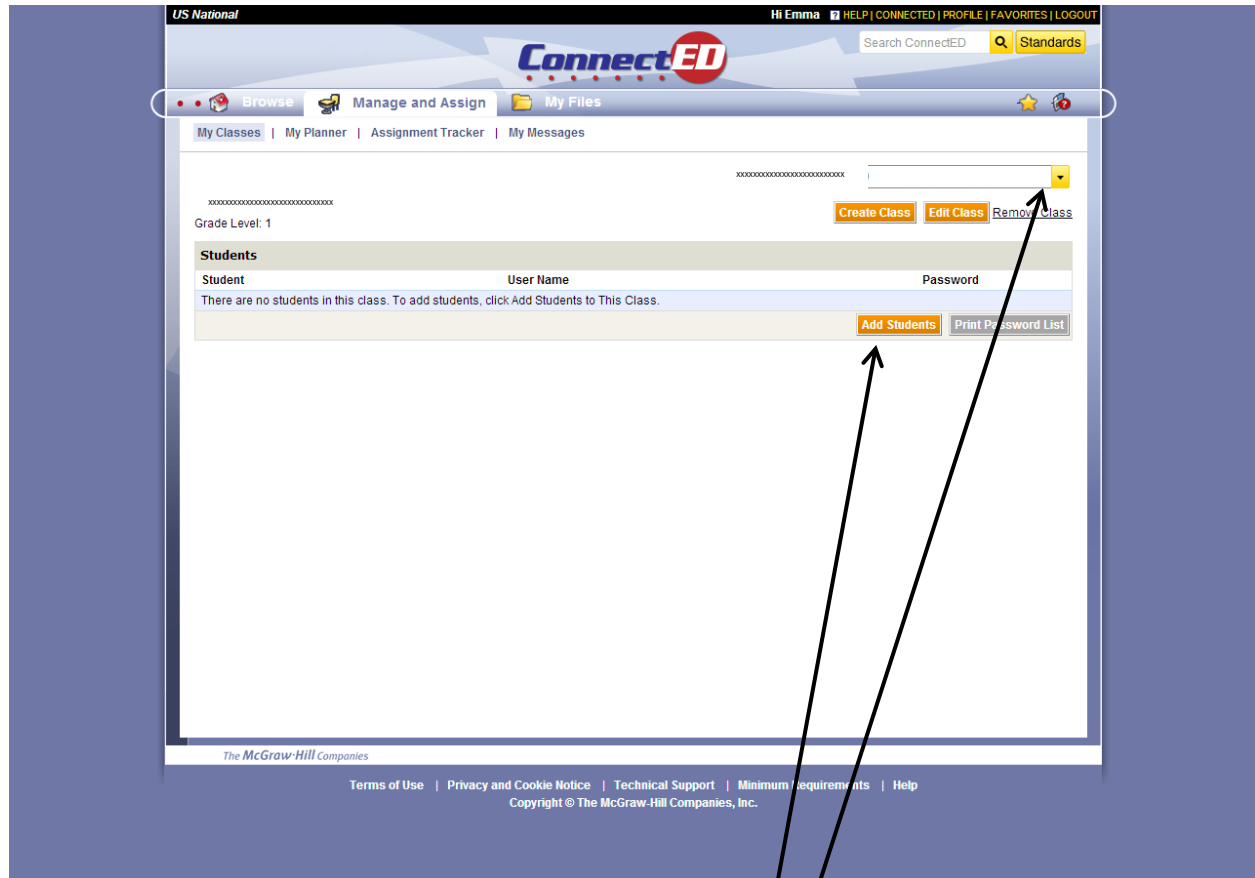
Click on "Create Class"



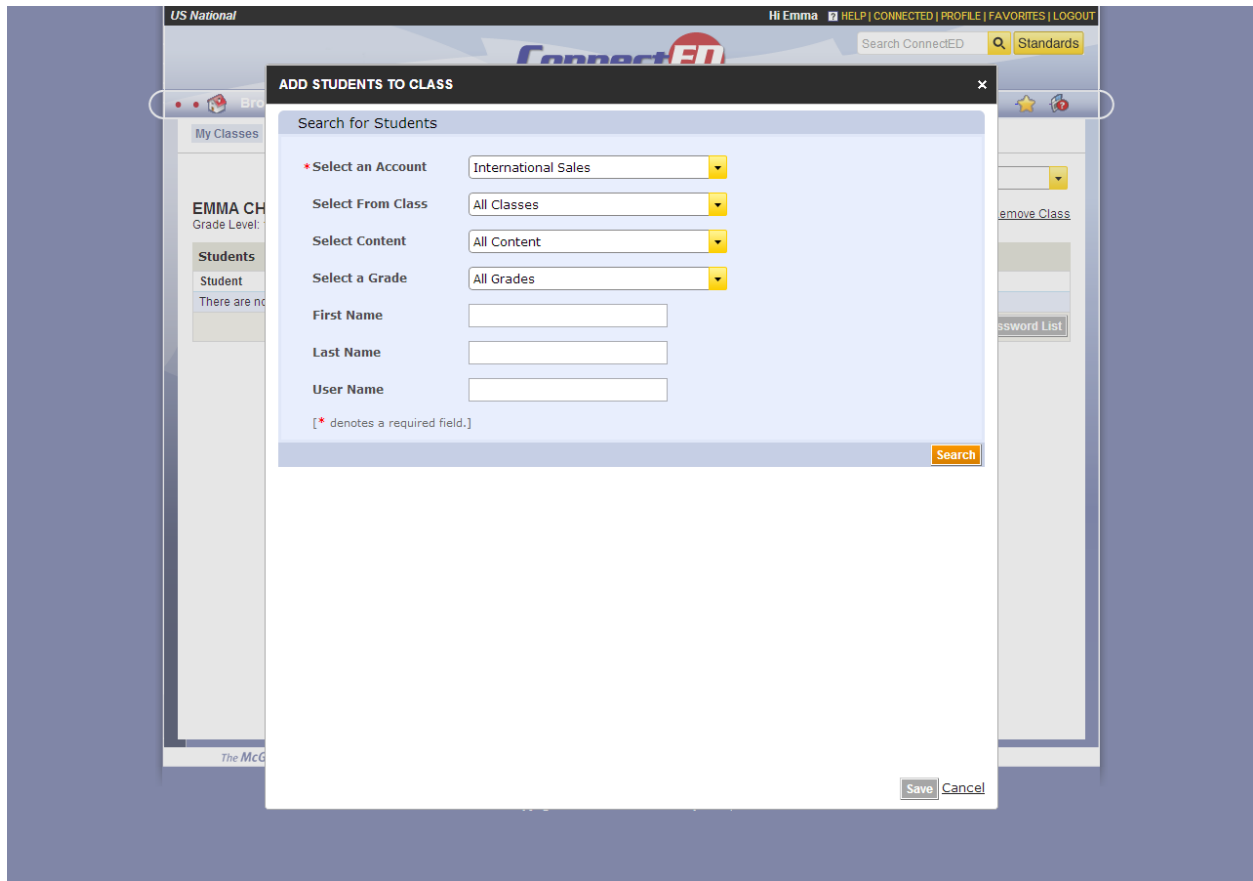
Complete the Class Name and Grade Level in the Dropdown box

Click on Save once completed

(Do not tick the "Simplified Login" unless you are sure that you want to use this option – speak to your Sales Consultant for advice)



Select the relevant class from the dropdown box and click "Add Students".



When selecting students you can select from the options listed above.

However, the easiest way to search is via Grade Level:

A list of all students in Grade 6 will appear

US National

Hi Emma

HELP | CONNECTED | PROFILE | FAVORITES | LOGOUT

Search ConnectedED

Standards

My Classes

EMMA CH

Grade Level:

Students

Student

There are no

Remove Class

Password List

ADD STUDENTS TO CLASS

Search for Students

Select an Account

International Sales

Select From Class

All Classes

Select Content

All Content

Select a Grade

6

First Name

Last Name

User Name

[* denotes a required field.]

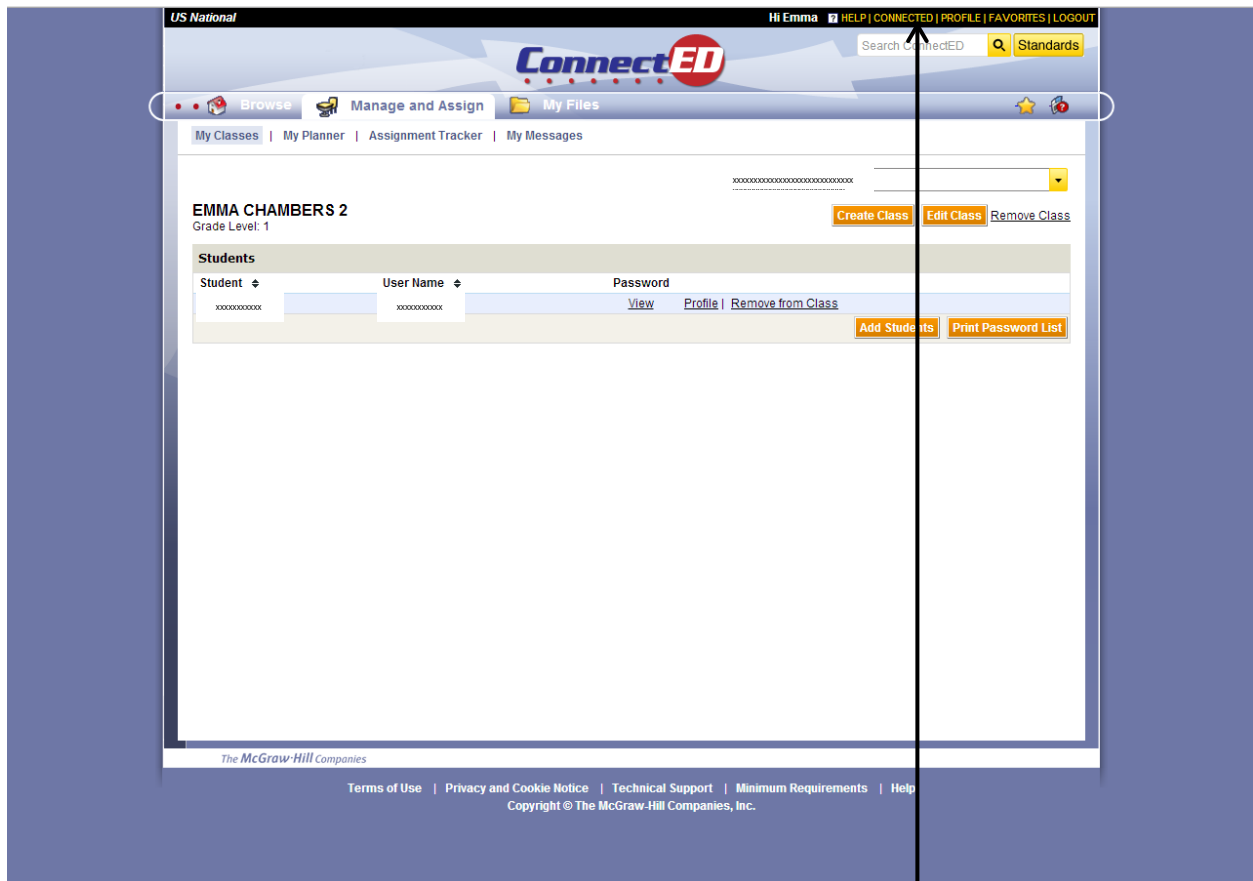
Search

Select from Student Search Results

<input type="checkbox"/>	Last Name	First Name	Middle Initial	Username
<input type="checkbox"/>	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX
<input type="checkbox"/>	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX
<input type="checkbox"/>	XXXXXXXXXX	XXXXXXXXXX	M	XXXXXXXXXX
<input type="checkbox"/>	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX
<input type="checkbox"/>	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX
<input type="checkbox"/>	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX
<input type="checkbox"/>	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX
<input type="checkbox"/>	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX

Save

Cancel



The selected students will now appear in the Class.

Once all students have been assigned to their Class, please click on the “CONNECTED” option to return to the Main Menu/Book Bag